

STATE OF MONTANA

Department of Natural Resources and Conservation
Conservation Districts Bureau
Box 201601
Helena, MT 59620-1601

For Department Use

Received by _____
Date _____
Application No. _____
Budget Submitted _____

Conservation Education Mini-Grant Program Application

Notice: *PLAN AHEAD!!!!!! Grants can not be issued to fund past events, so applications need to be received at least **60 days prior to event** to ensure consideration for funding, late applications will be rejected.*

\$500 Grants are available for projects in:

- Water Quality
- Riparian and Rangeland Ecology
- Aquatic Micro- and Macro - Flora and Fauna
- Soil and Water Conservation
- Wildlife
- Outdoor Classrooms
- Adult Education Events
- Climate/Environment Studies



Applications must include:

- Name of School or Group
- Time frame
- **Itemized budget, including a required in-kind match**
- Description of project



Please fill out application in its entirety.

1.	Name of District:	
2.	Conservation District Supervisor signature:	
3.	Name of Project:	
4.	Date of Project:	
5.	Amount Requested:	
6.	CD Contact Person:	
7.	Address:	
8.	Phone Number:	
9.	Federal ID #:	
10.	House District:	
11.	Senate District:	

Application Outline

What environmental or natural resource issues will be addressed?

What activities are planned?

How many students will be involved?

Objectives, Goals, and Outcomes

How will pre- and post-project student performance be evaluated?

What skills and abilities are to be developed, and what knowledge is to be gained from the project activities?

What is the minimal level of acceptable performance?

Budget

What is the cost of the project and how will the mini-grant funds be used? (may be on separate sheet)

How will the in-kind Match contribution be met? (In-kind can include the time spent in developing the project)

Project Continuation

What opportunities exist for project continuation or expansion?

Approved Grants

A grant agreement will be written between the Department of Natural Resources and Conservation and the local conservation district, which will administer the funds locally. **Charges to the grant can not take place until this contract is signed and in place.** Grant payments are paid upon receipt of proper documentation of approved expenses (**invoices, receipts, vendor invoice and final report**). *The final report should include pictures of the event and must be received prior to grant funds being released.*

**ALL CONTRACTS NEED TO BE COMPLETED BY THE END OF THE CURRENT FISCAL YEAR,
PLEASE SUBMIT YOUR DOCUMENTATION IMMEDIATELY AFTER EVENTS.**

For more information about the program or if you need help locating the conservation district nearest you, contact the Conservation Districts Bureau, at 444-6667, Box 201601, Helena, MT 59620-1601. Or, visit our website:
www.dnrc.mt.gov.

For additional information, contact:

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